

TOWN OF MONSON
CERTIFICATIONS-ANNUAL TOWN MEETING
MAY 08, 2017

ARTICLE 1:

The Town voted unanimously to hear reports of Town Officers and Committees (Attachment B-Annual Report of Revolving Funds).

ARTICLE 2:

The Town voted unanimously to fix the salary or compensation of all elected officials as prescribed below:

| | |
|--|--------------|
| Town Clerk | \$ 60,972.00 |
| Highway Surveyor | \$ 83,651.00 |
| Board of Selectmen-Chair | \$ 1,828.00 |
| Board of Selectmen (2) Members@ \$1,691 | \$ 3,382.00 |
| Board of Assessors-Chair | \$ 1592.00 |
| Board of Assessors (2) Members@\$ 1,539 | \$ 3078.00 |
| Water/Sewer Commission-Chair | \$ 949.00 |
| Water/Sewer Commission (2) Members@ \$879.00 | \$ 1758.00 |

ARTICLE 3:

The Town voted unanimously to re-authorize the existing Revolving Funds under M.G.L. Chapter 44 Section 53E 1/2 as per Attachment A, naming the programs and purposes for which said revolving fund may be expended, the receipts to be credited to the fund, the board, department or officer authorized to expend from said fund and the limit on the total amount which may be expended from said fund during the fiscal year.

ARTICLE 4:

Submitted by: Board of Selectmen

The Town voted unanimously to amend pursuant to the provisions of M.G.L. c. 44, §53E1/2, as most recently amended, to amend the General Bylaws of the Town of Monson to add a new ARTICLE 34, entitled “**DEPARTMENTAL REVOLVING FUND BYLAW**” as follows and further that non-substantive changes to the lettering and numbering of the General Bylaws of the Town of Monson so that it is consistent:

ARTICLE 34 - DEPARTMENTAL REVOLVING FUND BYLAW

Section 1. Purpose.

This by-law establishes and authorizes revolving funds for use by the town, departments, boards, committees, agencies and officers in connection with the operation of programs or activities that generate fees, charges or other receipts to support all or some of the expenses of those programs or activities. These revolving funds are established under and governed by M.G.L. c. 44, §53E1/2.

Section 2. Expenditure Limitations

A department or department manager, board, committee or officer may incur liabilities against and spend monies from a revolving fund established and authorized by this by-law without appropriate subject to the following limitations:

1. Full-time employee salaries shall not be charged to the fund unless fringe benefits associated with full-time employees are also charged to the fund.
2. No liability shall be incurred in excess of the available balance of the fund.
3. The total amount spent during a fiscal year shall not exceed the amount authorized by Annual Town Meeting on or before July 1, of that fiscal year, or any increased amount of that authorization is later approved during the fiscal year by the Select Board and Finance Committee,

Section 3. Interest

Interest earned on monies credited to a revolving fund established by this by-law shall be credited to the General Fund.

Section 4. Procedures and Reports

Except as provided in M.G.L. c. 44, §53E1/2 and this by-law, the laws, rules, regulations, policies or procedures that govern the receipt and custody of town monies and the expenditure and payment of town funds shall apply to the use of a revolving fund established by this by-law. The town accountant shall include a statement on the collections credited to each fund, the encumbrances and expenditures charged to the fund and the balance available for the expenditure in the regular report the Town Accountant provides the department, board, committee, agency or officer on appropriations made for its use.

Section 5. Authorized Revolving Funds

The Table establishes:

- A. Each Revolving Fund authorized for use by a Town department, board, committee, agency or officer,
- B. The Department or agency head, board, committee or officer authorized to spend from each fund,
- C. The fees, charges and other monies charged and received by the department, board, committee, agency or officer in connection with the program or activity for which the fund is established that shall be credited to each fund by the Town Accountant,
- D. The expenses of the program or activity for which each fund may be used,
- E. Any restrictions or conditions on expenditures from each fund,
- F. Any reporting or other requirements that apply to each fund, and
- G. The fiscal years each fund shall operate under this by-law.

*****see attached table*****

An amendment was made by Evan Brassard to change all the dates within the table, Column G to read as July 1, 2017.

A motion was made and seconded to approve the amendment therefore the town voted unanimously to approve the amendment as provided above.

ARTICLE 5:

The Town voted unanimously to set the limits on the Revolving Funds set forth in Article 34 of the General Bylaws of the Town of Monson in accordance with M.G.L. c. 44, §53E1/2, as most recently amended as follows:

| Revolving Fund | Limit on Spending |
|--|-------------------|
| 1. Collectors' Report | \$9,000 |
| 2. Driveway Inspector | \$2,500 |
| 3. Gas Inspector | \$8,000 |
| 4. Plumbing Inspector | \$14,000 |
| 5. Electrical Inspector | \$37,000 |
| 6. Cross-Alter Inspector | \$9,000 |
| 7. Forest Fire Equipment | \$13,000 |
| 8. Recycling & Hazardous Waste Materials | \$16,000 |
| 9. Apartment Inspections | \$1,000 |
| 10. Title V Inspector | \$21,000 |
| 11. Municipal Technology | \$36,000 |
| 12. COA Home Modification | \$25,000 |
| 13. COA Memorial Garden | \$7,000 |
| 14. Summer Theatre | \$22,000 |
| 15. P & R Pool Program | \$90,000 |
| 16. School Transportation | \$45,000 |
| 17. Transportation for outside activities and out of district students | \$67,000 |
| 18. Community Garden | \$3,000 |

ARTICLE 9:

The Town voted unanimously to transfer and appropriate the Comcast, Inc. Franchise Fee to Municipal Public Access Cable Television, Inc.

ARTICLE 10:

The Town voted unanimously to accept any funds which have been offered to the Town's Perpetual Care Cemetery Fund since the last Annual Town Meeting.

ARTICLE 11:

The Town voted unanimously to pass over this article: bills of previous years.

ARTICLE 12:

The Town voted unanimously to authorize the Town Treasurer and Town Collector to enter into written agreements with banking institutions having their principal offices in the Commonwealth of Massachusetts, for a period not to exceed one year, pursuant to which said Town Treasurer and Town Collector agree to maintain on deposit in said institutions specified amounts of the funds of the Town in return for the provision by said institution(s) of banking services; such services that so qualify shall be prescribed by the Commissioner of Revenue, as well as by other provisions of Massachusetts General Laws Chapter 44, et seq.

ARTICLE 13:

The Town voted unanimously to authorize the Selectmen to sell at public or private sale, after first giving notice of sale in some convenient and public place in the Town, fourteen (14) days at least before the sale, property taken by the Town under tax title procedure; provided, however, that the Selectmen or whomsoever they authorize to hold such sale may reject any bid which they or the person so authorized may deem inadequate.

ARTICLE 14:

The Town voted unanimously to raise and appropriate or borrow and appropriate a sum of money not to exceed Four Hundred and Sixty-Seven Thousand Three Hundred Nineteen dollars (\$467,319) to be used for construction projects authorized through the Chapter 90 Bond Issue, provided however that the town be reimbursed one hundred per cent (100%) of said sum upon project completion.

ARTICLE 19:

The town voted unanimously to appropriate the sum of \$35,000.00 (Thirty-Five Thousand Dollars) to rehabilitate all radiators from the 1800s and replace those radiators installed post 1920 in Memorial Hall. The piping associated with these radiators will also be repaired. This rehabilitation will facilitate the completion of the boiler replacement. The money shall be transferred from the Budgeted Reserve Account under the Community Preservation Program for the preservation of historic and scenic resources pursuant to Massachusetts General Laws, Chapter 44B or any other enabling authority. Said funds to be expended under the administration of the Community Preservation Committee.

ARTICLE 20:

The town voted unanimously to appropriate the sum of \$32,600.00 (Thirty-Two Thousand Six Hundred Dollars) to complete the rehabilitation of the DeSantis Room in the Monson Free Library. This money will be used to repair the plaster in the main room and in the vestibule to complete the interior restoration and complete the painting of the wall. The money shall be transferred from the Budgeted Reserve Account under the Community Preservation Program for the preservation of historic and scenic resources pursuant to Massachusetts General Laws, Chapter 44B or any other enabling authority. Said funds to be expended under the administration of the Community Preservation Committee.

ARTICLE 21:

The town voted unanimously to appropriate the sum of \$36,093.00 (Thirty-Six Thousand and Ninety-Three Dollars) to complete the restoration of the Death Records from 1930 through 1982 and Marriage Intention Records from 1979 and 1989. Restoration of this set of records were started in the fall of 2016. \$6,000.00 (Six Thousand Dollars) shall be transferred from the Historic Preservation Fund and the remaining \$30,093.00 (Thirty Thousand and Ninety-Three Dollars) shall be transferred from the Budgeted Reserve Account under the Community Preservation Program for the preservation of historic and scenic resources pursuant to Massachusetts General Laws, Chapter 44B or any other enabling authority. Said funds to be expended under the administration of the Community Preservation Committee.

ARTICLE 22:

The town voted unanimously to appropriate the sum of up to \$4,000.00 (Four Thousand Dollars) to the Monson Housing Authority for the purpose of installing an ADA compliant power-assisted door to a unit of the Monson Senior Housing. \$4,000.00 (Four Thousand Dollars) will be transferred from the Community Housing Fund pursuant to Massachusetts General Laws, Chapter 44B or any other enabling authority. Said funds to be expended under the administration of the Community Preservation Committee.

ARTICLE 23:

The town voted unanimously to appropriate the sum of \$3,000.00 (Three Thousand Dollars) to the Monson Cemetery Commission for the purpose of surveying the Main Street and the North Main Street Cemeteries. \$3,000.00 (Three Thousand Dollars) shall be transferred from the Budgeted Reserve Account under the Community Preservation Program for the preservation of historic and scenic resources pursuant to Massachusetts General Laws, Chapter 44B or any other enabling authority. Said funds to be expended under the administration of the Community Preservation Committee.

ARTICLE 24:

The town voted unanimously to appropriate the sum of \$35,000.00 (Thirty-Five Thousand Dollars) to the Monson Cemetery Commission for the purpose of repairing walls at the Main Street Cemetery. \$35,000.00 (Thirty-Five Thousand Dollars) shall be transferred from the Budgeted Reserve Account under the Community Preservation Program for the preservation of historic and scenic resources pursuant to Massachusetts General Laws, Chapter 44B or any other enabling authority. Said funds to be expended under the administration of the Community Preservation Committee.

ARTICLE 25:

The town voted unanimously to appropriate the sum of \$9,875.00 (Nine Thousand Eight Hundred and Seventy-Five Dollars) to the Monson Cemetery Commission for the purpose of stabilizing the upper wall at the North Main Street Cemeteries. \$9,875.00 (Nine Thousand Eight Hundred and Seventy-Five Dollars) shall be transferred from the Budgeted Reserve Account under the Community Preservation Program for the preservation of historic and scenic resources pursuant to Massachusetts General Laws, Chapter 44B or any other enabling authority. Said funds to be expended under the administration of the Community Preservation Committee.

ARTICLE 27:

The Town voted unanimously to raise and appropriate or borrow and appropriate a sum of money not to exceed Five Hundred Thousand dollars (\$500,000.00) to be used for the replacement of Silver Street Bridge #M27-38, which spans Twelve Mile Brook, provided however that the town be reimbursed one hundred per cent (100%) of said sum upon project completion.

I hereby certify that the Annual Town Meeting held at the Granite Valley Middle School on May 8, 2017 was in compliance with the bylaws and that the warrant was properly posted. The meeting convened at 7:29 p.m., and upon completion of the articles the meeting was dissolved at 9:11 p.m. Moderator Peter Matrow reappointed the following individuals to the Finance Committee: Robert Finnegan, J. Kurt Kaiser and Peter Fimognari for a three year term to expire May 2020 and Laura Rogers to a two-year term to expire May 2019.

A TRUE COPY ATTEST:

A handwritten signature in cursive script that reads "Mary F. Watson".

Mary F. Watson
Monson Town Clerk

[illegible]

| Art. | Total | From | From Free | Transfer From | Offset Entrep. | Free Cash to | Borrowing | | |
|----------------------------|----------------|--------------|-----------|---------------|---------------------------------|--------------|-----------|--|--|
| | Appropriations | Tax Levy | Cash | Other Avail. | Funds & CPA | Reduce Cash | | | |
| | | | | Funds | | Rate | | | |
| Expense | 39,901.00 | 39,901.00 | | | | | | | |
| LAW DEPT. & CLAIMS | 60,000.00 | 60,000.00 | | | | | | | |
| TECHNOLOGY | 20,320.00 | 20,320.00 | | | | | | | |
| TOWN CLERK | | | | | | | | | |
| Staff Salaries | 99,651.00 | 99,651.00 | | | | | | | |
| Expense | 8,100.00 | 8,100.00 | | | | | | | |
| ELECTIONS & REGISTRATIONS | | | | | | | | | |
| Staff Salaries | 8,400.00 | 8,400.00 | | | | | | | |
| Expense | 4,650.00 | 4,650.00 | | | | | | | |
| CONSERVATION COMMISSION | 5,750.00 | 5,750.00 | | | | | | | |
| PLANNING BOARD | 2,800.00 | 2,800.00 | | | | | | | |
| BOARD OF APPEALS | 2,825.00 | 2,825.00 | | | | | | | |
| TOWN PLANNER | | | | | | | | | |
| Staff Salaries | 54,330.00 | 54,330.00 | | | | | | | |
| Expense | 500.00 | 500.00 | | | | | | | |
| MUNICIPAL BUILDINGS | | | | | | | | | |
| Staff Salaries | 52,316.00 | 52,316.00 | | | | | | | |
| Expense | 117,510.00 | 117,510.00 | | | | | | | |
| GENERAL GOVERNMENT TOTAL | 1,324,337.00 | | | | | | | | |
| PUBLIC SAFETY | | | | | | | | | |
| Police Department | | | | | | | | | |
| POLICE DEPARTMENT SALARIES | 1,107,438.00 | 1,107,438.00 | | | | | | | |
| Operating Expenses | 93,342.00 | 93,342.00 | | | | | | | |
| Cruiser Purchase | 43,000.00 | 43,000.00 | | | | | | | |
| Medical Bills | 1,000.00 | 1,000.00 | | | | | | | |
| EMERGENCY DISPATCH | | | | | | | | | |
| Salaries | 201,233.00 | 201,233.00 | | | | | | | |
| FIRE DEPARTMENT | | | | | | | | | |
| Salaries | 148,988.00 | 148,988.00 | | | | | | | |
| Housing Operating Expense | 42,861.00 | 42,861.00 | | | | | | | |
| Truck Operating Expense | 21,150.00 | 21,150.00 | | | | | | | |
| Special Services | 2,150.00 | 2,150.00 | | | | | | | |
| AMBULANCE | | | | | | | | | |
| Salaries | 538,539.00 | 203,764.00 | | 410,000.00 | Ambulance Receipts Reserved for | | | | |

| Art. | Total Appropriations | From Tax Levy | From Free Cash | Transfer From Other Avail. Funds | Offset Entrep. Funds & CPA | Free Cash to Reduce Cash Rate | Borrowing | | |
|---------------------------|----------------------|---------------|----------------|----------------------------------|----------------------------|-------------------------------|-----------|--|--|
| Expenses | 75,225.00 | | | | | Appropriation Acct.) | | | |
| BUILDING INSPECTOR | | | | | | | | | |
| Salaries | 96,862.00 | 96,862.00 | | | | | | | |
| Expense | 6,800.00 | 6,800.00 | | | | | | | |
| SEALER OF WEIGHTS & MEAS. | 925.00 | 925.00 | | | | | | | |
| EMERGENCY MGMT | 9,348.00 | 9,348.00 | | | | | | | |
| ANIMAL CONTROL | | | | | | | | | |
| Salaries | 0.00 | 0.00 | | | | | | | |
| Expense | 17,870.00 | 17,870.00 | | | | | | | |
| TREE WARDEN | | | | | | | | | |
| Salaries | 5,580.00 | 5,580.00 | | | | | | | |
| Expense | 10,000.00 | 10,000.00 | | | | | | | |
| FOREST FIRE | | | | | | | | | |
| Expense | 5,100.00 | 5,100.00 | | | | | | | |
| PUBLIC SAFETY TOTAL | 2,427,411.00 | | | | | | | | |
| EDUCATION | | | | | | | | | |
| School Department | 10,720,000.00 | 10,720,000.00 | | | | | | | |
| School Transp. | 968,693.00 | 968,693.00 | | | | | | | |
| EDUCATION TOTAL | 11,688,693.00 | | | | | | | | |
| PUBLIC WORKS | | | | | | | | | |
| HIGHWAY DEPT. | | | | | | | | | |
| Salaries | 480,575.00 | 480,575.00 | | | | | | | |
| Private Road Acct. | 2,000.00 | 2,000.00 | | | | | | | |
| Administration | 35,805.00 | 35,805.00 | | | | | | | |
| Gen. Roads & Bridges | 336,352.00 | 336,352.00 | | | | | | | |
| Snow & Ice | 200,000.00 | 200,000.00 | | | | | | | |
| Emergency Repairs | 10,000.00 | 10,000.00 | | | | | | | |
| Road Machinery Acct. | 56,600.00 | 56,600.00 | | | | | | | |
| STREET LIGHTING | 22,000.00 | 22,000.00 | | | | | | | |
| CEMETERY DEPT. | | | | | | | | | |
| Salaries | 87,114.00 | 87,114.00 | | | | | | | |
| Expense | 15,620.00 | 15,620.00 | | | | | | | |
| PUBLIC WORKS TOTAL | 1,246,066 | | | | | | | | |

| Art. | Total | From | From Free | Transfer From | Offset Entrep. | Free Cash to | Borrowing | | |
|--|----------------|------------|-----------|---------------|--|--------------|-----------|--|--|
| | Appropriations | Tax Levy | Cash | Other Avail. | Funds & CPA | Reduce Cash | | | |
| | | | | | | | | | |
| HUMAN SERVICES | | | | | | | | | |
| BOARD OF HEALTH | | | | | | | | | |
| Salaries | 25,260.00 | 25,260.00 | | | | | | | |
| Expense | 1,565.00 | 1,565.00 | | | | | | | |
| | | | | | | | | | |
| COUNCIL ON AGING | | | | | | | | | |
| Staff Salaries | 145,954.00 | 145,954.00 | | | | | | | |
| Expense | 23,530.00 | 23,530.00 | | | | | | | |
| | | | | | | | | | |
| VETERANS' BENEFITS | 12,900.00 | 12,900.00 | | | | | | | |
| HUMAN SERVICES TOTAL | 209,209.00 | | | | | | | | |
| | | | | | | | | | |
| LIBRARY & RECREATION | | | | | | | | | |
| MONSON FREE LIBRARY | 288,640.00 | 288,640.00 | | | | | | | |
| AND READING ROOM ASSN | | | | | | | | | |
| | | | | | | | | | |
| PARKS & RECREATION | | | | | | | | | |
| Salaries | 144,381.00 | 144,381.00 | | | | | | | |
| Expense | 23,150.00 | 23,150.00 | | | | | | | |
| | | | | | | | | | |
| P&R Pool | | | | | | | | | |
| Staff Salaries | 17,500.00 | 17,500.00 | | | | | | | |
| Expense | 21,200.00 | 21,200.00 | | | | | | | |
| | | | | | | | | | |
| HISTORICAL COMMISSION | 440.00 | 440.00 | | | | | | | |
| LIBRARY & RECREATION TOTAL | 495,311.00 | | | | | | | | |
| | | | | | | | | | |
| DEBT SERVICE | | | | | | | | | |
| INTEREST ON SHORT TERM DEBT | 10,000.00 | 10,000.00 | | | | | | | |
| | | | | | | | | | |
| PRINCIPAL & INTEREST ON LONG TERM DEBT | | | | | | | | | |
| | | | | | | | | | |
| 110 Main Street Rebuild | 217,410.00 | 217,410.00 | | | | | | | |
| 2013 Infrastructure & Vehicles | 99,560.00 | 99,560.00 | | | | | | | |
| S.Main St. Brownfield | 2,464.00 | 2,464.00 | | | | | | | |
| Ambulance Purchase | 33,822.00 | 16,822.00 | | 17,000.00 | Ambulance Subscription Fees Reserved for Appropriation Acct.) | | | | |
| | | | | | | | | | |
| Fire & Highway Vehicles | 85,160.00 | 85,160.00 | | | | | | | |
| | | | | | | | | | |
| Middle School Construction | 790,825.00 | 779,602.00 | | 11,223.00 | (Fund Balance Reserved For Expenditure-Middle School Debt) | | | | |
| High School Construction | 217,100.00 | 184,122.00 | | 32,978.00 | (Fund Balance Reserved for Expenditure-High School Debt) | | | | |
| | | | | | | | | | |
| Water SRF Capital Projects | 105,457.00 | | | | 105,457.00 (Water Enterprise Revenue) | | | | |
| DEBT SERVICE TOTAL | 1,561,798.00 | | | | | | | | |

| Art. | | Total Appropriations | From Tax Levy | From Free Cash | Transfer From Other Avail. Funds | Offset Entrep. Funds & CPA | Free Cash to Reduce Cash Rate | Borrowing | | |
|------|--|----------------------|---------------|----------------|----------------------------------|--|-------------------------------|-----------|--|--|
| | UNCLASSIFIED | | | | | | | | | |
| | Pioneer Valley Planning Comm. | 1,350.00 | 1,350.00 | | | | | | | |
| | Vets Dist. Assessments | 11,220.00 | 11,220.00 | | | | | | | |
| | Hampden County Pensions | 1,504,537.00 | 1,504,537.00 | | | | | | | |
| | Health Insurance | 2,300,000.00 | 2,300,000.00 | | | | | | | |
| | Life Insurance | 6,800.00 | 6,800.00 | | | | | | | |
| | Medicare, Town Share | 203,070.00 | 203,070.00 | | | | | | | |
| | Medicaid Reimbursement | 9,000.00 | 9,000.00 | | | | | | | |
| | Annual Capital | 311,500.00 | 50,000.00 | 261,500.00 | | | | | | |
| | Blanket Insurance | 372,200.00 | 372,200.00 | | | | | | | |
| | UNCLASSIFIED TOTAL | 4,719,677.00 | | | | | | | | |
| | OMNIBUS TOTAL | 23,672,502.00 | 22,833,544.00 | 261,500.00 | 472,001.00 | 105,457.00 | 0.00 | | | |
| 7 | Stabilization Account | 100,000.00 | | 100,000.00 | | | | | | |
| 8 | Pathfinder Regional Vocation High School | 1,326,188.00 | 1,326,188.00 | | | | | | | |
| 15 | Trash Enterprise Fund | | | | | | | | | |
| | Staff Salaries | 18,780.00 | | | | 20,000.00 (Trash Enterprise Free Cash) | | | | |
| | Expense | 731,935.00 | | | | 730,715.00 (Trash Enterprise Revenue) | | | | |
| 16 | Sewer Enterprise Trash | | | | | | | | | |
| | Staff Salaries | 123,328.00 | | | | 532,020.00 (Sewer Enterprise Revenues) | | | | |
| | Expense | 44,692.00 | | | | 11,000.00 (Sewer Enterprise Free Cash) | | | | |
| | Maint. Of Jt. Treatment Plant with Palmer | 355,000.00 | | | | | | | | |
| | Sewer Emergency Reserve | 20,000.00 | | | | | | | | |
| 16 | Estimate Indirect Costs for the Sewer Enterprise appropriated with Omnibus | | -49,000.00 | | | 49,000.00 (Sewer Enterprise Revenues) | | | | |
| 17 | Water Enterprise Fund | | | | | | | | | |
| | Staff Salaries | 187,049.00 | | | | 361,982.00 (Water Enterprise Revenues) | | | | |
| | Expense | 179,933.00 | | | | 25,000.00 (Water Enterprise Free Cash) | | | | |
| | Water Emergency Reserve | 20,000.00 | | | | | | | | |
| 17 | Estimated Indirect Costs for the Water Enterprise | | -75,000.00 | | | 75,000.00 (Water Enterprise Revenues) | | | | |

[illegible]